

ANNEX 2 (ESF-2)

COMMUNICATIONS

PRIMARY: Budget and Control Board, Division of the State Chief Information Officer

SUPPORT: Office of The Adjutant General, SC National Guard, SC State Guard; Department of Natural Resources, Division of Law Enforcement; Department of Public Safety; Department of Transportation; State Board for Technical and Comprehensive Education; Forestry Commission; South Carolina Educational TV Network; SC Law Enforcement Division; Office of Regulatory Staff; Civil Air Patrol; Radio Amateur Civil Emergency Services; Amateur Radio Emergency Service (ARES)

I. INTRODUCTION

Communications includes information and reports, surveillance of threatening conditions, and 24-hour radio, telephone, internet, and teletype capability. State assistance under this function consists of the utilization of equipment and personnel essential to coordinate and disseminate information before, during and after an impending or actual disaster situation. In the event normal emergency preparedness communications channels become overburdened or destroyed, other state agency channels shall be utilized as necessary to augment state communications; assist local law enforcement, firefighting, search and rescue; lifesaving, etc; and disseminate instructions and operational guidance relating to disaster relief.

II. MISSION

To provide a means of defining, specifying, and performing the functions of communication through coordination with appropriate federal, state, and local agencies and organizations to minimize loss of life and property in the event of an emergency or disaster.

III. CONCEPT OF OPERATIONS

- A. The Division of the State Chief Information Officer, Budget and Control Board is responsible for coordinating all ESF-2 administrative, management, planning, training, preparedness, mitigation, response and recovery activities to include developing, coordinating, and maintaining the ESF-2 SOP. All ESF-2 supporting agencies will assist the Division of the State Chief Information Officer, Budget and Control Board in the planning and execution of the above. All ESF-2 personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command and integrate those principles into all ESF-2 planning and response operations.
- B. The Division of the State Chief Information Officer will coordinate with all supporting and other appropriate departments/agencies and

organizations to ensure communications readiness during disasters or other emergency situations.

- C. In the event of an imminent or actual emergency/disaster, the Division of the State Chief Information Officer will initiate actions appropriate to the functions of communications. Every effort will be made to support local equipment and personnel needs when requested and to integrate local resources when appropriate to a regional or statewide response.
- D. In coordination with, and in support of, the State Assessment Team (SAT), ESF-2 will assess the situation (both pre- and post-event), and in coordination with local emergency management officials, develop strategies to respond to the emergency.
- E. Emergency Communications Vehicle (ECV) capability shall be maintained in coordination with the South Carolina Emergency Management Division (SCEMD) to:
 - 1. Support local government emergency communications in the event of a catastrophic system failure as a result of an actual disaster.
 - 2. Use as a Mobile Command Post (MCP) to provide on-the-scene coordination of state emergency forces participating in emergency operations in support of local government.
- F. Contact with other Emergency Operation Centers (EOCs), the Federal Emergency Management Agency (FEMA) Region IV, other states, major cities and county emergency management organizations shall be maintained.
- G. Local governments shall prepare plans and procedures for employment of local emergency communications, utilizing all available systems and networks. Personnel and facilities shall be organized and exercised to provide centralized communications on a 24-hour-a-day basis.
- H. Agreements and contracts shall be made to ensure equipment and system maintenance are available on a 24-hour-a-day basis. Alternate communications systems shall be identified, maintained, and tested quarterly for use in the event the existing government systems are damaged and rendered inoperable. High frequency radio capability will be provided through the SC Radio Amateur Civil Emergency Services (RACES), which will be supported by the SC Amateur Radio Emergency Service (ARES).
- I. ESF-2 will participate in annual state exercise and conduct ESF-2 training and exercises to validate this annex and supporting SOPs.

IV. ESF ACTIONS

Operations necessary for the performance of this function include but are not limited to:

A. Preparedness

1. Identify public and private communications facilities, equipment, and personnel located throughout South Carolina including emergency communications vehicles or mobile command posts.
2. Coordinate plans with commercial telecommunications companies to restore services.
3. Coordinate the acquisition and deployment of communications equipment, personnel, and resources to establish temporary communications capabilities.
4. Develop and coordinate frequency management plans, including military, talk groups, and trunked radio for use in disaster areas.
5. Develop a long distance communications strategy for implementation during disasters.
6. Assess pre-event needs and develop plans to pre-stage assets for rapid deployment into disaster areas.
7. Develop plans to prioritize the deployment of services based on available resources and critical needs.
8. Plan for operations involving coordination with the Federal Emergency Communications Coordinator (FECC).
9. Recruit, train, and designate radio operators to operate equipment in the Emergency Communications Vehicle (ECV), State Assessment Team (SAT) teams, High-Frequency (HF) teams, and the SEOC radio room.
10. Develop lists of state employed radio technicians.
11. Develop list of private companies to provide communications assistance during emergencies.
12. Provide and coordinate reliable links and maintain available support services for state disaster communications with local, state, and federal government agencies.

13. Annually review the Department of Homeland Security Universal Task List and integrate tasks as appropriate.
14. Ensure all ESF-2 personnel integrate NIMS principles in all planning. All ESF personnel will complete all required NIMS training, as outlined in the 2006 Department of Homeland Security (DHS) training guidance.
15. Participate in tests and exercises to evaluate the state emergency response capability.

B. Response

1. Conduct communications needs assessment (to include determining status of all communications systems), prioritize requirements, and make recommendations to deploy equipment and personnel to affected area, as required.
2. Identify actual actions of commercial telecommunications companies to restore services.
3. Maintain constant two-way communication with all appropriate emergency operating services of state and local governments.
4. Implement frequency management plan in disaster area, including military, talk groups, and trunked radio, as required.
5. Provide capability for responsible officials to receive emergency information and communicate decisions.
6. In coordination with SEOC Operations, deploy ECV, and request other ECVs or mobile command posts, as required.
7. Establish communications with the Federal Emergency Communications Coordinator (FECC) to coordinate communications assets beyond state capability.
8. Coordinate with SEOC Operations to determine telephone bridge requirements.

C. Recovery

1. Arrange for alternate communication systems to replace systems that are inoperative due to damage from disasters.

2. Maintain or restore contact with the other Emergency Operations Centers (Federal Regional Center, other states, major cities, and county emergency management/preparedness organizations), as capabilities allow.
3. Make communications channels available so appropriate information can be disseminated by ESF 15 (Public Information) to the public concerning safety and resources required for disaster recovery.
4. Maintain or restore contact with all appropriate emergency operations services of state government.
5. Gather communications damage assessment information from public and private organizations (including telephone outages) and report to ESF-5.
6. Assess the need for and obtain telecommunications industry support as needed.
7. Prioritize the deployment of services based on available resources and critical needs.
8. Anticipate and plan for arrival of, and coordination with, FEMA ESF-2 personnel in the SEOC and the Joint Field Office (JFO).
9. Ensure ESF-2 team members or their agencies maintain appropriate records of costs incurred during the event.

D. Mitigation

1. Support and plan for mitigation measures.
2. Support requests and directives resulting from the Governor and/or FEMA concerning mitigation and/or re-development activities.
3. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans.

V. RESPONSIBILITIES

A. Budget and Control Board, Division of the State Chief Information Officer

1. Identify, train, and assign BC&B and other personnel to staff ESF-2 in the SEOC, to deploy and operate the ECV, and to deploy and operate communications equipment for the SAT teams.

2. Notify all ESF-2 supporting agencies upon activation.
3. Develop current resource lists for all state-owned telecommunications and commercial assets to include availability and points-of-contact for procurement.
4. Coordinate technician support to maintain statewide 24-hour communication support capability.
5. Obtain technical support from private sector, as required.
6. Ensure Governor's Office communications systems are operational.
7. Coordinate maintenance of state voice, video, data, microwave, and two-way radio systems.
8. Develop and maintain a frequency management plan, to include military assets, talk groups, and trunked radio systems for use in disaster area.
9. Coordinate contingency radios, cellular phones, satellite phones, computer terminals, video teleconference, internet access, and pagers.
10. In coordination with SCEMD, develop lists of emergency communications vehicles and mobile command vehicles available throughout the state; and procedures to request and deploy those assets.
11. Coordinate with SEOC Operations to determine telephone bridge requirements upon SEOC activation.

B. Office of The Adjutant General

1. SC National Guard
 - a. Provide personnel and equipment for point-to-point or mobile communications support on a twenty-four hour basis, as required.
 - b. Identify, train, and assign SCNG personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in SEOC.

- c. Provide backup generator support to include personnel to transport, install, operate, and maintain generators and communications equipment to maintain 24-hour communications operations.
 - d. Provide trained personnel to augment communications staff.
 - 2. SC State Guard
 - a. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation.
 - b. Provide personnel and equipment to support communications operations.
- C. Department of Natural Resources, Division of Law Enforcement
 - 1. Identify, train, and assign DNR personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.
 - 2. Provide personnel, radio equipment, and transportation to support communications operations.
 - 3. Provide backup communications capability through DNR statewide radio communications network.
- D. Department of Public Safety
 - 1. Identify, train, and assign DPS personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.
 - 2. Provide personnel, radio equipment and transportation to support communications operations.
 - 3. Provide alternate state warning point facilities.
- E. Department of Transportation: Provide radio technicians, if available.
- F. State Board for Technical and Comprehensive Education
 - 1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.

2. Provide personnel, remote computer connectivity (data and video) through the SC Technical College system, and facilities to support communications operations.

G. Forestry Commission

1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in SEOC.
2. Provide backup communications capability through Forestry Commission statewide radio communications network.
3. Provide radio technicians.

H. South Carolina Educational TV Network

1. Identify, train, and assign SCETV personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.
2. Provide personnel, facilities, and equipment to support communications operations.
3. Provide personnel, equipment, and facilities to support the Public Information Phone System.

I. SC Law Enforcement Division

1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.
2. Provide communications equipment, if resources are available.
3. Provide alternate NAWAS capability to include facilities, equipment, support, and procedures.

J. Office of Regulatory Staff

1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.

2. Coordinate commercial telecommunications information to include:
 - a. Identification of coverage areas, major communications centers, and points-of-contact.
 - b. System status and restoration estimates during emergency situations.
 - c. Assist in prioritizing restoration of telecommunications systems.

K. Civil Air Patrol

1. Identify, train, and assign CAP personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in the SEOC.
2. Provide aerial photography, still and video, during traffic surveillance and damage assessment missions using satellite and/or RF links for image transmission to SEOC, ECV and/or other agencies equipped to receive, where possible.
3. Provide point-to-point high frequency (HF) radio communications assistance.
4. Provide support for airborne repeaters.
5. Provide SEOC radio room operators.

L. Radio Amateur Civil Emergency Services/Amateur Radio Emergency Services

1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-2 during periods of activation. On order, staff ESF-2 in SEOC.
2. Provide radio communication assistance.
3. Provide reports from disaster areas.
4. Provide radio operators to conduct self-sustaining operations in support of emergency operations for periods up to 72 hours.

VI. FEDERAL INTERFACE

- A. This annex is supported by the National Response Plan ESF-2, Telecommunications. The National Plan for Telecommunications Support in Non-Wartime Emergencies serves as a basis for planning and utilization of national telecommunications assets and resources in support of the provisions of the Stafford Act in a Presidentially declared emergency, major disaster, extraordinary situation, and other emergencies. It is the formal U.S. Government document applicable to all federal departments and agencies issued by the Director, Office of Science and Technology Policy, Executive Office of the President, in accordance with national Security Council policy direction.
- B. The Regional Director of FEMA is authorized during or in anticipation of an emergency or major disaster to establish temporary communications and make them available to state and local government officials and other persons deemed appropriate.
- C. Communications provided under the Stafford Act are intended to supplement but not replace normal communications that remain operable after an emergency or major disaster. Such emergency communications will be discontinued immediately when the essential communications needs of the federal, state, and local officials have been restored.
- D. For a major disaster a Federal Emergency Communications Coordinator (FECC) will be appointed by the PFO. The FECC will deploy to the disaster area as the principal Federal telecommunications manager for that area. The FECC coordinates with the state telecommunications officer to ensure federal communications requirements do not conflict with state needs.
- E. The FECC will normally deploy to the SEOC as a part of the Emergency Response Team – Advance Element and assist in coordinating federal telecommunications support in the JFO. FEMA can also deploy their Mobile Emergency Response Support (MERS) detachment that includes a Multi-Radio Vehicle (MRV), which has a 48 telephone, secure and voice facsimile, two-way teleconferencing, and full broadcast television capability. On arrival, the FECC will assess the need for mobile and transportable telecommunications equipment and provide assistance to State ESF-2 as required.
- F. All ESF-2 personnel will be familiar with the National Response Plan (NRP) and the corresponding annex with Federal counterpart concepts, actions and responsibilities. This familiarization will include but not be limited to the make up, functions and responsibilities of the Emergency Response Team – Advanced Element (ERT-A), Interagency Incident Management Groups (IIMG) and the Joint Field Office (JFO).

ATTACHMENT

A – Memorandum of Understanding between the State of South Carolina and the Amateur Radio Emergency Service.

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